

STATE OF CALIFORNIA  
Budget Change Proposal - Cover Sheet  
DF-46 (REV 08/15)

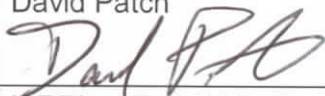
Fiscal Year 2015-16	Business Unit 0530	Department Health and Human Services Agency	Priority No. 001
Budget Request Name 0530-003-BCP-BR-2016-GB		Program 0290- Office of Systems Integration (OSI)	Subprogram

Budget Request Description  
Case Management, Information and Payrolling System (CMIPS II)

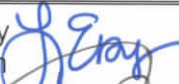


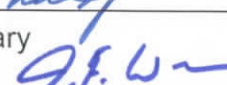
Budget Request Summary

This Budget Change Proposal (BCP) requests a budget year (BY) 2016-17 increase of \$4.8 million in the OSI spending authority and 1.0 permanent position for the CMIPS II project and a corresponding increase of \$8.7 million in California Department of Social Services (CDSS) Local Assistance budget authority.

Additionally, for informational purposes only, the CMIPS II project costs have increased \$16.3 million in the current year due to schedule shifts, a delay in implementing changes related to the Federal Fair Labor Standards Act and workload increases in base operational costs. These increased costs have been identified in the current year CDSS Local Assistance budget, and include \$11.4 million that was previously appropriated in FY 2014-15. The OSI will request an increase in expenditure authority consistent with provisional language in the Budget Act of 2015 (Chapter 10, Statutes of 2015).

Requires Legislation <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Code Section(s) to be Added/Amended/Repealed	
Does this BCP contain information technology (IT) components? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>If yes, departmental Chief Information Officer must sign.</i>	Department CIO David Patch 	Date 11-19-15
For IT requests, specify the date a Special Project Report (SPR) or Feasibility Study Report (FSR) was approved by the Department of Technology, or previously by the Department of Finance. <input type="checkbox"/> FSR <input checked="" type="checkbox"/> SPR Project No. 0530-141 Date: 10/2014		

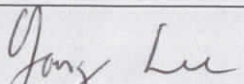
If proposal affects another department, does other department concur with proposal? ☐ Yes ☐ No  
*Attach comments of affected department, signed and dated by the department director or designee.*

Prepared By Sarah d'Eon 	Date 11-18-15	Reviewed By Matt Schueller 	Date 11/24/15
Department Director John Boule 	Date 12/23/15	Agency Secretary Diana Dooley 	Date 12/28/15

Department of Finance Use Only

Additional Review: ☐ Capital Outlay ☒ ITCU ☐ FSCU ☐ OSAE ☐ CALSTARS ☐ Dept. of Technology

BCP Type: ☐ Policy ☒ Workload Budget per Government Code 13308.05

PPBA 	Date submitted to the Legislature 1-7-16
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## BCP Fiscal Detail Sheet

BCP Title: Case Management Information and  
Payrolling System II

DP Name: 0530-003-BCP-DP-2016-GB

### Budget Request Summary

	FY16					
	CY	BY	BY+1	BY+2	BY+3	BY+4
Positions - Permanent	0.0	1.0	1.0	1.0	1.0	1.0
<b>Total Positions</b>	<b>0.0</b>	<b>1.0</b>	<b>1.0</b>	<b>1.0</b>	<b>1.0</b>	<b>1.0</b>
Salaries and Wages						
Earnings - Permanent	0	110	110	110	110	110
<b>Total Salaries and Wages</b>	<b>\$0</b>	<b>\$110</b>	<b>\$110</b>	<b>\$110</b>	<b>\$110</b>	<b>\$110</b>
Total Staff Benefits	0	46	46	46	46	46
<b>Total Personal Services</b>	<b>\$0</b>	<b>\$156</b>	<b>\$156</b>	<b>\$156</b>	<b>\$156</b>	<b>\$156</b>
Operating Expenses and Equipment						
5301 - General Expense	0	10	10	10	10	10
5304 - Communications	0	2	2	2	2	2
5320 - Travel: In-State	0	2	2	2	2	2
5322 - Training	0	1	1	1	1	1
5324 - Facilities Operation	0	10	10	10	10	10
5340 - Consulting and Professional Services -	0	4,583	4,583	4,583	4,583	4,583
<b>Total Operating Expenses and Equipment</b>	<b>\$0</b>	<b>\$4,608</b>	<b>\$4,608</b>	<b>\$4,608</b>	<b>\$4,608</b>	<b>\$4,608</b>
<b>Total Budget Request</b>	<b>\$0</b>	<b>\$4,764</b>	<b>\$4,764</b>	<b>\$4,764</b>	<b>\$4,764</b>	<b>\$4,764</b>

### Fund Summary

Fund Source - State Operations						
9745 - California Health and Human Services	0	4,764	4,764	4,764	4,764	4,764
<b>Total State Operations Expenditures</b>	<b>\$0</b>	<b>\$4,764</b>	<b>\$4,764</b>	<b>\$4,764</b>	<b>\$4,764</b>	<b>\$4,764</b>
<b>Total All Funds</b>	<b>\$0</b>	<b>\$4,764</b>	<b>\$4,764</b>	<b>\$4,764</b>	<b>\$4,764</b>	<b>\$4,764</b>

### Program Summary

Program Funding						
0290 - Office of Systems Integration	0	4,764	4,764	4,764	4,764	4,764
<b>Total All Programs</b>	<b>\$0</b>	<b>\$4,764</b>	<b>\$4,764</b>	<b>\$4,764</b>	<b>\$4,764</b>	<b>\$4,764</b>

## Personal Services Details

Positions	Salary Information			<u>CY</u>	<u>BY</u>	<u>BY+1</u>	<u>BY+2</u>	<u>BY+3</u>	<u>BY+4</u>
	Min	Mid	Max						
5795 - Atty III (Eff. 07-01-2016)	\$8,032	\$9,169	\$10,305	0.0	1.0	1.0	1.0	1.0	1.0
<b>Total Positions</b>				<b>0.0</b>	<b>1.0</b>	<b>1.0</b>	<b>1.0</b>	<b>1.0</b>	<b>1.0</b>
Salaries and Wages	<b>CY</b>	<b>BY</b>	<b>BY+1</b>	<b>BY+2</b>	<b>BY+3</b>	<b>BY+4</b>			
5795 - Atty III (Eff. 07-01-2016)	0	110	110	110	110	110			
<b>Total Salaries and Wages</b>	<b>\$0</b>	<b>\$110</b>	<b>\$110</b>	<b>\$110</b>	<b>\$110</b>	<b>\$110</b>			
Staff Benefits									
5150350 - Health Insurance	0	18	18	18	18	18			
5150600 - Retirement - General	0	28	28	28	28	28			
<b>Total Staff Benefits</b>	<b>\$0</b>	<b>\$46</b>	<b>\$46</b>	<b>\$46</b>	<b>\$46</b>	<b>\$46</b>			
<b>Total Personal Services</b>	<b>\$0</b>	<b>\$156</b>	<b>\$156</b>	<b>\$156</b>	<b>\$156</b>	<b>\$156</b>			

### A. Budget Request Summary

This Budget Change Proposal (BCP) requests a budget year (BY) 2016-17 increase of \$4.8 million in the OSI spending authority and 1.0 permanent position for the CMIPS II project and a corresponding increase of \$8.7 million in CDSS Local Assistance budget authority.

- \$4.8 million in new additional funding is being requested to fund workload increases in the following activities:
  - Staffing
  - Annual Base Operational Costs
- \$3.9 million is requested in CDSS Local Assistance funding for data center services.

Additionally, for informational purposes only, the CMIPS II project costs have increased \$16.3 million in the current year due to schedule shifts, a delay in implementing changes related to the Federal Fair Labor Standards Act and workload increases in base operational costs. These increased costs have been identified in the current year CDSS Local Assistance budget, and include \$11.4 million that was previously appropriated in FY 2014-15. The OSI will request an increase of \$14.1 million in expenditure authority consistent with Provision 1 of Item 0530-001-9745, Budget Act of 2015 (Chapter 10, Statutes of 2015) for the associated increases in the CMIPS II project costs.

- \$11.4 million was previously appropriated in FY 2014-15 and is being shifted to CY for the following activities:
  - Flexible Payment Option (In-Home Supportive Services (IHSS) Overtime)
  - FLSA Curam Licenses
  - Statewide Training
- \$2.7 million in new additional funding is being requested for workload increases in base operational costs in the following activities:
  - Timesheet processing due to increase in caseload growth
  - Ongoing costs associated with travel forms processing
  - Ongoing costs associated with the transactional costs component of blind and visually impaired system enhancements
- \$2.2 million is requested in CDSS Local Assistance funding for data center services.

### B. Background/History

The CDSS is responsible for the administration of the IHSS Program for the State of California. CDSS contracted with the OSI to manage the CMIPS II prime vendor contract to design, develop, maintain, and operate the CMIPS II System to replace the outdated Legacy CMIPS System. The CMIPS II prime vendor contract was awarded to Hewlett Packard (HP) on

March 31, 2008, after a competitive bid was conducted. Effective January 2014, the CMIPS II project transitioned into the Maintenance and Operations (M&O) phase.

## Analysis of Problem

**Table 1 – Resource History**  
(Dollars in thousands)

Program Budget	PY - 4	PY - 3	PY - 2	PY - 1	PY*	CY
Authorized Expenditures	\$57,872	\$81,506	\$83,480	\$86,601	\$119,679	\$64,717
Actual Expenditures	\$54,737	\$51,808	\$50,317	\$61,670	\$56,186	Not Available
Authorized Positions	21	21	21	24	34	34
Filled Positions	19	21	21	24	32	32
Vacancies	2	0	0	0	2	2

\*2014-15 Actual Expenditures reported through 5/31/15 (most current reporting available)

### C. State Level Considerations

As of January 2014, the CMIPS II project has transitioned from the one-time Design, Development and Implementation (DDI) phase to the on-going M&O phase. The State will continue to implement system changes to ensure the CMIPS II system supports IHSS program compliance. This request is consistent with the OSI Best Practice model for large IT system maintenance and operations.

### D. Justification

#### **Budget Year 2016-17**

This BCP requests a budget year (BY) increase of \$4,764,034 in OSI spending authority and 1.0 permanent position, and a corresponding increase of \$8,657,061 in the CDSS Local Assistance budget authority.

The following, Table 2, identifies the specific activities associated with this request.

**Table 2 – BY 2016-17 Activities**

BY 2016-17 Activities	Activity Duration	OSI Spending Authority	CDSS Local Assistance
<b>State Staff and OE&amp;E</b>		<b>\$ 180,994</b>	<b>\$ 180,994</b>
Salary and Wages	Ongoing	\$ 156,350	\$ 156,350
OE&E	Ongoing	\$ 24,644	\$ 24,644
<b>Prime Vendor Services</b>		<b>\$ 4,583,040</b>	<b>\$ 4,583,040</b>
Ongoing Base Operational Costs	Ongoing	\$ 4,583,040	\$ 4,583,040
<b>Data Center Services</b>	Ongoing	<b>\$ -</b>	<b>\$ 3,893,027</b>
<b>Total</b>		<b>\$ 4,764,034</b>	<b>\$ 8,657,061</b>

#### **Staffing - \$170,994**

This BCP requests a BY 2016-17 increase of \$180,994 to establish an Attorney III and the corresponding Operating Expense and Equipment (OE&E) for this position.

#### **Attorney III - \$156,350**

The CMIPS II project is transitioning to its M&O phase, which will require the procurement of a new systems integrator and begin a new critical phase that requires the dedicated support of experienced counsel. The OSI does not currently have sufficient legal resources to meet the increased demand for services in areas such as reprourement document drafting and negotiation, representation of the project in interactions with control agencies and stakeholders, and advising project staff regarding matters such as IT procurement issues, contract and vendor management issues, and intellectual property law. By adding an attorney early in the procurement process, the project will avoid serious legal risks that arise when large projects begin work without the benefit of attorney assistance. The attorney brings not only specialized

## Analysis of Problem

legal expertise but carries perspectives from a variety of IT projects, broadening the experience of the project team and mitigating risks associated with long engagements with a single vendor. The CMIPS II Attorney III will assist the project in developing contract terms and structuring a request for proposal (RFP) that encourages competition and improves the likelihood of receiving proposals from multiple qualified vendors. In addition, the Attorney III will advise and represent the OSI in a variety of personnel related issues that naturally increase with the addition of state and contractor staff and the expansion of their duties. The Attorney III will also advise and represent the OSI with respect to contract administration and enforcement, Public Records Act requests, oversight agency issues and communications with sponsors and stakeholders.

Please refer to the attached workload justification for task level details associated with this proposed position. This position is also referenced within the attached organization chart.

### **Prime Vendor Services - \$4.6 Million**

This BCP requests FY 2016-17 adjustments to prime vendor services costs as follows:

#### **Annual Base Operational Costs - \$4.6 Million**

\$4,583,040 is requested to support the following ongoing transactional based activities:

- \$3,625,699 for the continuation of FY 2015-16 Base Operational costs increases.
- \$381,557 for annual base M&O to align the budget and spending authority with the executed contract costs.
- \$472,597 for additional transaction costs (timesheet processing, direct deposit, liens and withholding management) to ensure funding is available to support the estimated 3.7 percent caseload growth in BY 2016-17 based on CDSS IHSS caseload estimates.
- \$103,187 for the consumer price index adjustment and caseload increases applicable to the travel forms processing costs.

### **Data Center Services - \$3.9 Million**

This BCP requests ongoing funding of \$3,893,027 in BY 2016-17 for data center services to support increased capacity requirements, IHSS caseload growth, and the impact from current legislative changes. Of this amount, \$2,203,600 is for the continuation of FY 2015-16 data center services cost increases.

# Analysis of Problem

## Table 3 – CMIPS II Project Budget

Activity	2015-16 Budget Act	2015-16 Proposed Budget	2015-16 Current Year Request	2015-16 Budget Act	2016-17 Proposed Budget	2016-17 Budget Year Request
OSI Staff	\$ 3,716,725	\$ 3,716,725	\$ -	\$ 3,716,725	\$ 3,873,075	\$ 156,350
Other	\$ 2,485,603	\$ 2,485,603	\$ -	\$ 2,485,603	\$ 2,500,247	\$ 14,644
CMIPS II Prime Contract	\$ 39,017,741	\$ 53,085,175	\$ 14,067,434	\$ 39,017,741	\$ 43,600,781	\$ 4,583,040
State Support Contracts	\$ 2,620,281	\$ 2,620,281	\$ -	\$ 2,620,281	\$ 2,620,281	\$ -
Interfaces	\$ 1,662,490	\$ 1,662,490	\$ -	\$ 1,662,490	\$ 1,662,490	\$ -
Facilities	\$ 403,000	\$ 403,000	\$ -	\$ 403,000	\$ 413,000	\$ 10,000
<b>OSI Cost</b>	<b>\$ 49,905,840</b>	<b>\$ 63,973,274</b>	<b>\$ 14,067,434</b>	<b>\$ 49,905,840</b>	<b>\$ 54,669,874</b>	<b>\$ 4,764,034</b>
County Travel	\$ 120,240	\$ 120,240	\$ -	\$ 120,240	\$ 120,240	\$ -
Data Center Services	\$ 14,690,666	\$ 16,894,266	\$ 2,203,600	\$ 14,690,666	\$ 18,583,693	\$ 3,893,027
<b>CDSS Cost</b>	<b>\$ 14,810,906</b>	<b>\$ 17,014,506</b>	<b>\$ 2,203,600</b>	<b>\$ 14,810,906</b>	<b>\$ 18,703,933</b>	<b>\$ 3,893,027</b>
<b>Total Local Assistance</b>	<b>\$ 64,716,746</b>	<b>\$ 80,987,780</b>	<b>\$ 16,271,034</b>	<b>\$ 64,716,746</b>	<b>\$ 73,373,807</b>	<b>\$ 8,657,061</b>
Local Assistance General Fund	\$ 32,714,315	\$ 40,939,323	\$ 8,225,008	\$ 32,714,315	\$ 37,134,484	\$ 4,420,169
Local Assistance Other Funds	\$ 32,002,431	\$ 40,048,457	\$ 8,046,026	\$ 32,002,431	\$ 36,239,323	\$ 4,236,892
<b>State Operations Cost</b>	<b>\$ 1,400,049</b>	<b>\$ 1,400,049</b>	<b>\$ -</b>	<b>\$ 1,400,049</b>	<b>\$ 1,400,049</b>	<b>\$ -</b>
State Operations - CDSS	\$ 1,400,049	\$ 1,400,049	\$ -	\$ 1,400,049	\$ 1,400,049	\$ -
<b>Total CMIPS II Budget</b>	<b>\$ 66,116,795</b>	<b>\$ 82,387,829</b>	<b>\$ 16,271,034</b>	<b>\$ 66,116,795</b>	<b>\$ 74,773,856</b>	<b>\$ 8,657,061</b>

### Current Year 2015-16

Additionally, for informational purposes only, the CMIPS II project costs have increased \$16.3 million in the current year due to schedule shifts, a delay in implementing changes related to the Federal Fair Labor Standards Act and workload increases in base operational costs. These increased costs have been identified in the current year CDSS Local Assistance budget, and include \$11.4 million that was previously appropriated in FY 2014-15. The OSI will request an increase of \$14.1 million in expenditure authority consistent with Provision 1 of Item 0530-001-9745, Budget Act of 2015 (Chapter 10, Statutes of 2015) for the associated increases in the CMIPS II project costs.

The following, Table 4, identifies the specific activities associated with this request.

### Table 4 – CY 2015-16 Activities

CY 2015-16 Activities	OSI Spending Authority	CDSS Local Assistance
Prime Vendor Services	\$ 14,067,434	\$ 14,067,434
Ongoing Base Operational Costs	\$ 2,664,284	\$ 2,664,284
Onetime Cost Adjustments for FLSA Activities	\$ 11,403,150	\$ 11,403,150
Flexible Payment Option (IHSS Overtime)	\$ 3,900,000	\$ 3,900,000
FLSA – 900 Curam Licenses (Shift from FY 2014-15)	\$ 3,003,750	\$ 3,003,750
Statewide Training (Shift from 2014-15)	\$ 4,499,400	\$ 4,499,400
Data Center Services	\$ -	\$ 2,203,600
<b>Total</b>	<b>\$ 14,067,434</b>	<b>\$ 16,271,034</b>

**Prime Vendor Services - \$14.1 Million**

In the CY the CMIPS II project will incur an increase of \$14,067,434 to support the following prime vendor services activities:

**Ongoing Base Operational Costs - \$2.7 Million**

Ongoing funding of \$2,664,284 million is requested to support the following transactional based activities:

- \$442,646 to support additional timesheet processing costs due to an estimated 3.7 percent caseload growth, in FY 2015-16, based on CDSS IHSS caseload estimates.
- \$686,730 to support the ongoing costs associated with the travel forms processing. This activity is currently an unfunded activity within the CMIPS II prime vendor contract.
- \$1,534,908 to support ongoing costs associated with the implementation of functionality to support blind and visually impaired recipients that was authorized in the Budget Act of 2014. The Blind and Visually Impaired system change included a transactional costs component that is estimated at \$127,909 monthly to support additional timesheet processing costs, telephonic approval of timesheets, and the delivery of Notices of Action on Compact Discs.

**Onetime Cost Adjustments for Activities Delayed by Appellate Court Ruling on FLSA - \$11.4 Million**

The following adjustments are for activities that were authorized and funded in FY 2014-15 but were delayed due to the U.S. Court of Appeals ruling on federal Fair Labor Standards Act (FLSA) changes. Funding for these activities does not represent an increase to the total project cost, but FY 2015-16 spending authority is being requested to align cost with the revised schedule for these activities.

**Flexible Payment Option (IHSS Overtime) – \$3.9 Million**

\$3.9 million was authorized in FY 2014-15 for activities related to implementing the flexible payment option associated with overtime payments; however, to align with contract amendment activities, spending authority is required in FY 2015-16 to complete these critical system changes. These funds are to support the additional work needed to modify CMIPS II to have the flexibility to quickly start paying overtime to IHSS providers allowed under the FLSA and mandated by Chapter 29, Statutes of 2014 (SB 855) and Chapter 685, Statutes of 2014 (SB 873).

In January 2015, a "Stop Work" order was issued to the CMIPS II vendor to halt the implementation of FLSA system enhancements when the federal District Court vacated federal regulations issued by the Department of Labor. The related system changes necessary to comply with SB 855 and SB 873 were also placed on hold until the court decision is finalized which could happen at any time. Although the specifics of the court decision will not be known in advance, the State still needs to be able to act quickly to comply with SB 855 and SB 873 once a court decision is made. As a result, CMIPS II will be modified to add a "flexible" overtime payment indicator in the system that can be toggled on or off for IHSS providers based on business rules resulting from the court decision. The new flexible system design allows those business rules to be changed relatively quickly. When the stop work was issued in January 2015, there was still additional work to be completed under the original FLSA estimates which must be restarted. The FLSA functionality that was deployed prior to January 2015 has remained dormant in the system while CMIPS II continued to be modified through the normal quarterly update cycle. As a result, the CMIPS II must be updated to ensure the old code is compatible with the new code. If the FLSA effort is restarted, work would have to be done to send provider and recipient informational mailings. This is why the funding remained in FY 2014-15 even after the injunction.

**FLSA Curam Licenses - \$3.0 Million**

The \$3,003,750 planned purchase of an additional 900 Curam Licenses, approved in SPR#7 and authorized in the Budget Act of 2014, needs to be shifted to FY 2015-16 due to the stop, then restart, of the FLSA implementation for which the additional licenses were required.

**Statewide Training - \$4.5 Million**

The \$4,499,400 in statewide training planned in FY 2014-15 has been shifted to FY 2015-16 to align with the revised implementation timeline for the associated software upgrades (Business Objects, CGI



## Analysis of Problem

Advantage, and Curam). Several activities that were authorized and funded in FY 2014-15 were delayed due to the U.S. Court of Appeals ruling on federal FLSA changes. Funding for these activities needs to be shifted to FY 2015-16, this does not represent an increase to the total project cost.

### **Data Center Services - \$2.2 Million**

The CMIPS II project will incur a CY ongoing increase of \$2,203,600 in data center services cost to support increased capacity requirements, IHSS caseload growth, and the impact from current legislative changes. This equates to a 15 percent increase to the data center services baseline.

## E. Outcomes and Accountability

**Table 5 – Projected Outcomes**

<b>Workload Measure</b>	<b>CY* 2015-16</b>	<b>BY** 2016-17</b>	<b>BY+1** 2017-18</b>	<b>BY+2** 2018-19</b>	<b>BY+3** 2019-20</b>	<b>BY+4** 2020-21</b>
IHSS caseload support by CMIPS II	467,000	484,279	502,197	520,779	540,047	560,029
IHSS Program timesheets processed	12,051,924	12,497,845	12,960,265	13,439,795	13,937,068	14,452,739

\*As of July 24, 2015

\*\*Estimates only

## F. Analysis of All Feasible Alternatives

Alternative #1: Approve the BY increase in OSI spending authority and CDSS Local Assistance funding as requested in this BCP.

### Pros:

- Ensures the State is well represented and contractual terms and conditions do not favor the prime vendor.
- Ensures funding is available to complete the critical legislatively mandated system changes.
- Ensures adequate funding is available to complete system changes relating to FLSA functionality.
- Ensures the project funding remains in alignment with the IHSS program objectives.
- Ensures adequate staffing levels to manage existing and future workloads.

### Cons:

- Increases General Fund cost.
- Increased prime vendor contract costs to implement the system changes.
- Increases state staff cost.

Alternative #2: Do not approve resources as requested.

### Pros:

- No General Fund impact.
- No increase to the CMIPS II prime vendor contract.
- No increase to state staff.

### Cons:

- The critical legislatively mandated changes will not be made, and as a result the IHSS program will not be in compliance with State law.
- Remaining system changes relating to FLSA functionality will not be completed.
- Adequate staffing will not be available to manage increased workload.
- Project will be out of alignment with IHSS program objectives.

## G. Implementation Plan

The project successfully completed the DDI phase, in December 2013, and began the transition to the M&O phase effective in January 2014. Maintenance to the CMIPS II system is scheduled and performed

## Analysis of Problem

on a consistent and routine basis with as little adverse impact on system users. These repeatable processes are occasionally modified based on business or administrative needs, or required as by statutory, regulatory, or policy changes. Re-procurement activities for the prime vendor contract began in January 2015 and are scheduled to be completed by March 2018. OSI intends to fill the new position in July 2017 or upon passage of the Budget Act of 2016.

Table 6 lists the dates for the CMIPS II project milestones. These milestones are consistent with the term of the current prime vendor contract with HP, which runs through March 2018.

**Table 6 – Milestone Summary**

<b>Milestone Phase</b>	<b>End Date</b>
DD&I and M&O Milestones	
Project Initiation Phase	Oct 2008
System Requirement Validation Phase	Dec 2008
General System Design Phase	Apr 2009
Detailed System Design Phase	Jul 2009
Coding and Documentation Phase	Jan 2010
System Test and Evaluation Phase	Jul 2012
Pilot Phase	Oct 2012
Pilot 1 go-live	Aug 2012
Pilot 2 go-live	Oct 2012
Wave 1 go-live – 8 Counties	Apr 2013
Wave 2 go-live – 22 Counties	Jun 2013
Wave 3 go-live – 1 County	Oct 2013
Wave 4 go-live – 24 Counties	Dec 2013
DD&I Phase Complete	Dec 2013
M&O Phase Begin	Jan 2014
BVI System Change	May 2015
Revised Scope Overtime Payments (FLSA System Change)	Oct 2015
Business Objects Upgrade	Oct 2015

### H. Supplemental Information

Facility costs of \$10,000 have been included in the cost estimate for the new permanent position being requested to provide critical operational tasks.

### I. Recommendation

Approve Alternative #1 as proposed.

## Analysis of Problem

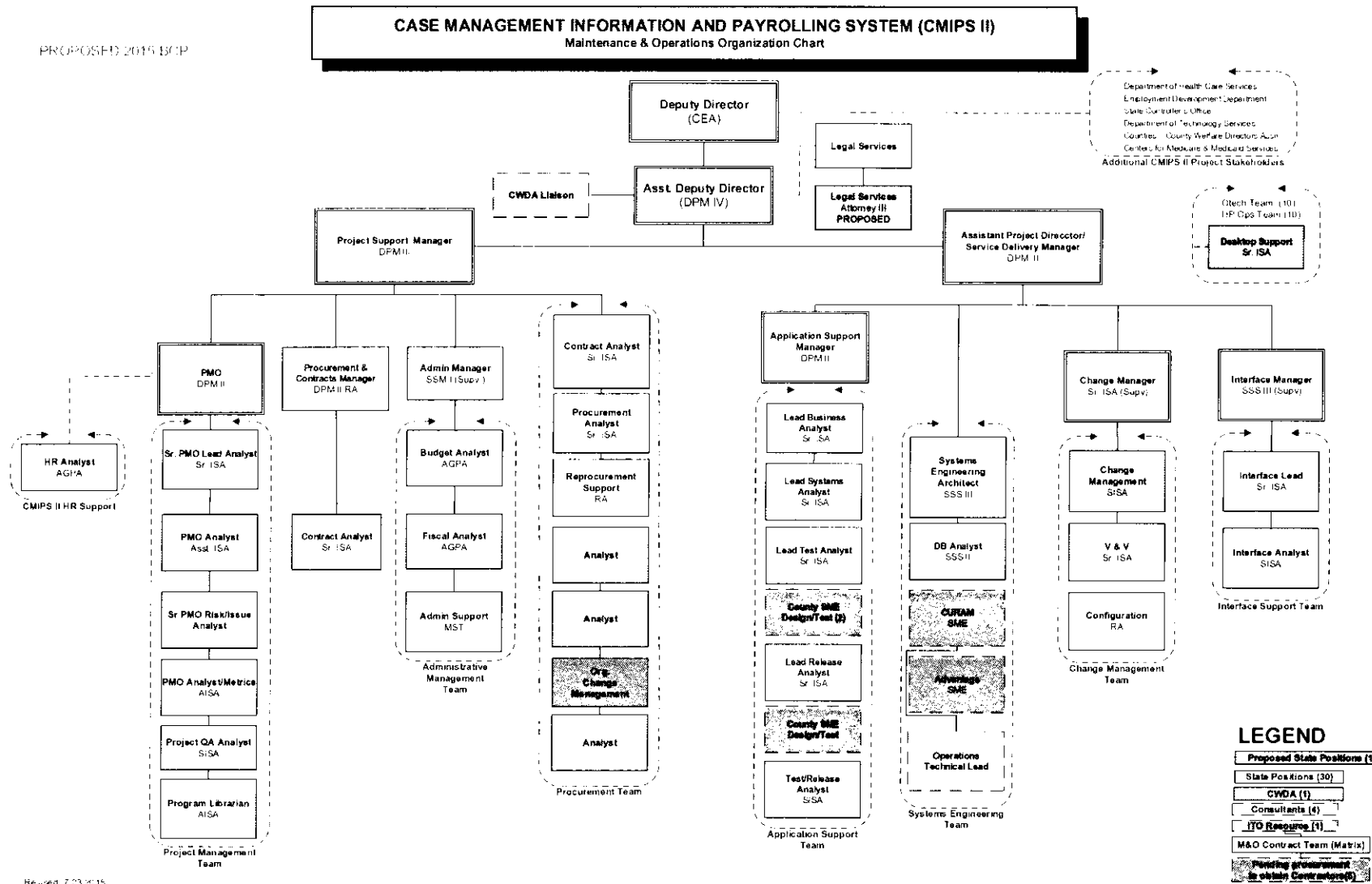
<b>CMIPS II Attorney</b>			
<b>Attorney III</b>			
<b>Activities</b>	<b>Units</b>	<b>Hours</b>	<b>Totals</b>
Review procurement documents and accompanying supporting material, meet with projects to gather legal requirements, draft and periodically amend, as required, contracts, compliance documents, exhibits and other supporting documents and consult with procurement divisions of the OSI and sponsor departments.	14	40	560
Consult with project staff regarding communications, recommendations and requirements received from CalTech or DGS pertaining to contracting instruments, competitive and leveraged procurements and related issues.	24	6	144
Draft, negotiate, review and amend all required Interagency Agreements and memoranda of understanding with sponsor departments and other stakeholders.	6	30	180
Consult, conduct interviews, participate in hearings and draft documents relating to all personnel-related actions and issues.	12	24	288
Conduct miscellaneous legal consultations.	54	2	108
Advise project staff and directorate regarding disputed contract issues with consultations and bidders, draft issue memoranda, prepare negotiation strategy documents, participate in contract negotiations and draft contract language proposals.	12	8	96
Consult regarding federal oversight issues, draft and review APDs, research federal procurement requirements and prepare issue memoranda.	4	8	32
Consult with staff regarding project-related information security issues, security breaches, required security agreements and addenda. Perform organizational privacy officer duties associated with the project.	13	4	52
Log and monitor Public Records Act requests, review and redact, as necessary, all requested records, coordinate with other affected departments, correspond with requestors and, as necessary, conduct meetings with requestors, obtain required approvals from Agency and the Governor's Office for the use of certain disclosure exemptions requiring such approvals, assist in PRA-related litigation and settlements.	25	4	100
Participate in project sponsor meetings, Agency meetings and project stakeholder meetings. Conduct preparatory legal research and prepare memoranda and agenda items for project staff as required.	24	2	48
Review and assist in the preparation of analyses of proposed legislation and consult with the directorate on the effects of such legislation. Draft language for proposed legislation as necessary and brief the directorate, sponsors and stakeholders on such legislative proposals and their rationales.	12	4	48
Consult regarding potential conflicts of interest. Represent the OSI in any resulting actions as necessary due to additional staff associated with the project.	24	2	48

## Analysis of Problem

Review and draft Government Code section 19130 consulting services justifications and consult with staff on organizational strategies for successfully filling positions with state civil service staff and, where necessary, contracting out for services not available in state classifications.	18	4	72
Review employee and contractor Statements of Economic Interest and consult as necessary with additional staff associated with the project. Revise, as necessary, Agency Conflict of Interest Code.	48	1	48
Consult with OSI staff and represent the state in EEO/Reasonable Accommodations/Whistleblower actions as necessary with additional staff associated with the project.	6	8	48
Consult with and prepare staff for Legislature and Governor's Office briefings and participate in briefings as needed.	4	8	32
Consult with and represent the OSI in issues and actions regarding employee protected leaves of absence (FMLA, CFRA) as necessary with additional staff associated with the project.	4	4	16
<b>Total Annual Hours:</b>	<b>1,920</b>		
<b>Total Positions</b>	<b>1.0</b>		

# Analysis of Problem

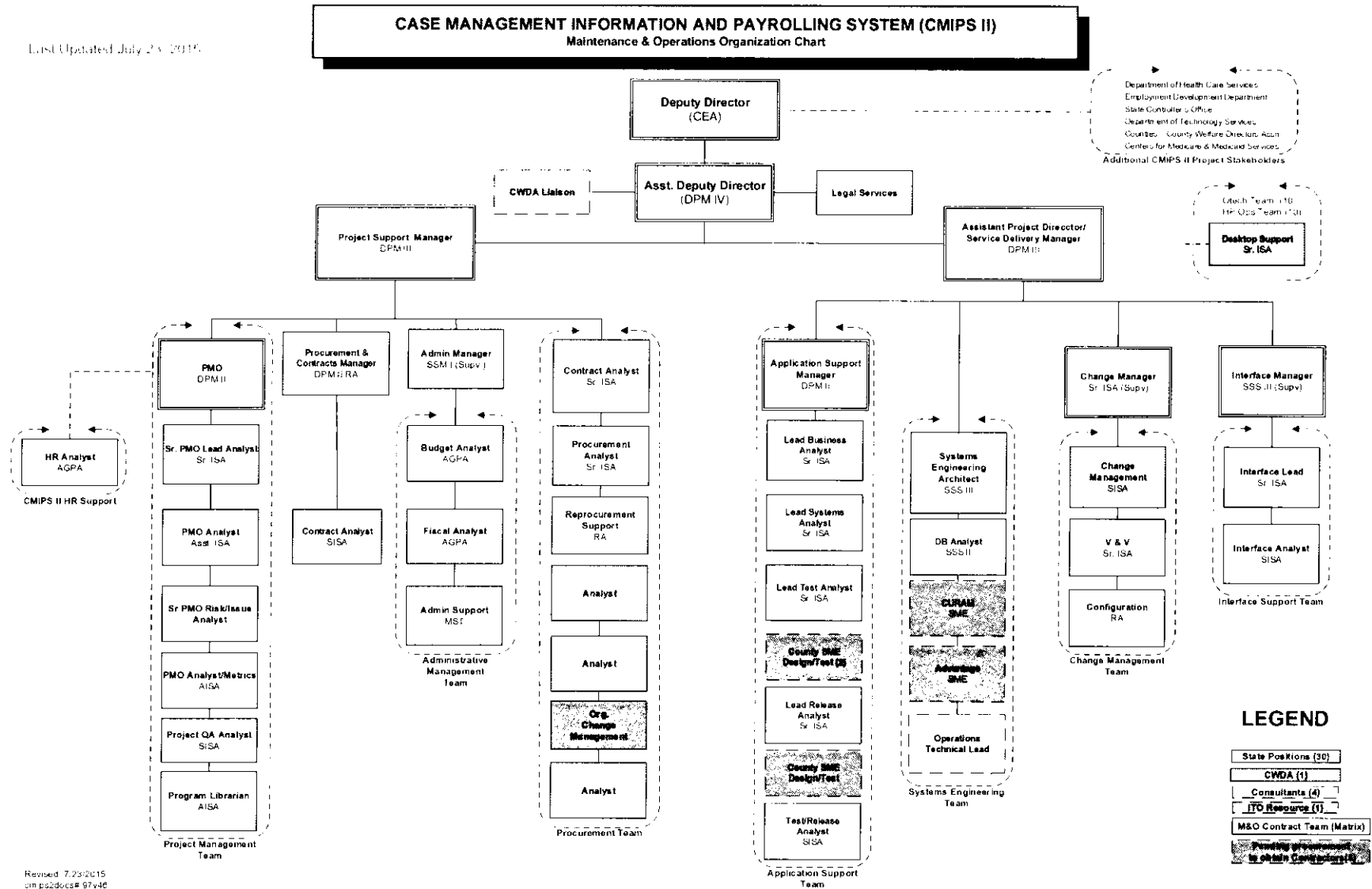
PROPOSED 2015 BCP



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# Analysis of Problem

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